Data Steering Committee

CERS Update

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Topics

- Implementation Status
- Data Seeding
- Locally Collected Information
- Policy vs Architecture
- Training
- Miscellaneous

Implementation Status: Grants

> All grants to CUPAs and PAs approved
> All grants processed except
  - Oakland
  - Victorville
> Funds disbursement on track
> Quarterly Status Reports
  > 69 received for this period (60%)
    > 27 CUPAs & 19 PAs are overdue

Implementation Status: CUPA/PA Transitions

- Transition to Electronic Reporting Completed:

  - Bakersfield Fire (1,200 facilities)
  - Inyo County (160 facilities)
  - Petaluma Fire (for business reporting) (250 facilities)
  - Torrance Fire PA (500 facilities)

- 43 CUPAs & PAs now accept electronically

Implementation Status: CUPA/PA Transitions

- Transition to Electronic Reporting Delayed (7 CUPAs and 6 PAs):

  - 13 based on a Status Report (any date)
    - 6 based on their <u>current</u> status report:
      - Orange County Health (July 2013)
      - Pasadena (June 2013)
      - San Bernardino (June 2013)
      - Santa Fe Springs (June 2013)
      - Santa Cruz (March 2013)
      - Sunnyvale (March 2013)

What if the CUPA/PA isn't ready by 1/1/13?

➢ Cal/EPA will work with agencies on a case by case basis to extend their transition period

➢ Businesses are expected to begin electronic reporting regardless of UPA status

➢ UPAs will need procedures to address business submittals in the interim

Implementation Status: Businesses

▸ **Businesses Reporting Stats**
  ◦ Top five counties by business facility submittals in 2012 to date:

• Statewide total	2864
• Alameda	122
• Kern	574
• Los Angeles	370
• Santa Clara	522
• Sonoma	587

Implementation Status: Businesses

➢46,600+ Business Organizations
  - 4 with over1,000 facilities
  - 25 with over100 facilities
  - 75 with over 25 facilities
  - 130 with over 10 facilities

➢56,300+ Facility Files in CERS

Implementation Status: EDT Contracts

- Decade (49 client agencies)
  - EDT Contract work started in June
- Accela (4 client agencies)
  - EDT Contract approved, work to start in September
- Garrison (10 client agencies)
  - Final EDT Scope of Work submitted August 20
    - Work could begin in October

Implementation Status: EDT for CUPAs

- Phase 1–Late August: One way data exchange

  - Business data to UPA system

- Phase 2–Dec: Two way data exchange

  - Local web portals
  - UPA changes to business data (as 'accepted' submittals)

- 20 CUPAs will not use EDT

Implementation Status: Data Seeding

- Completed
  - Fremont Fire
  - Napa County
  - Los Angeles County Fire (Partial)
  - 15 CUPAs will not seed (6,700 facilities)
- In process
  - San Francisco (2,300 facilities)
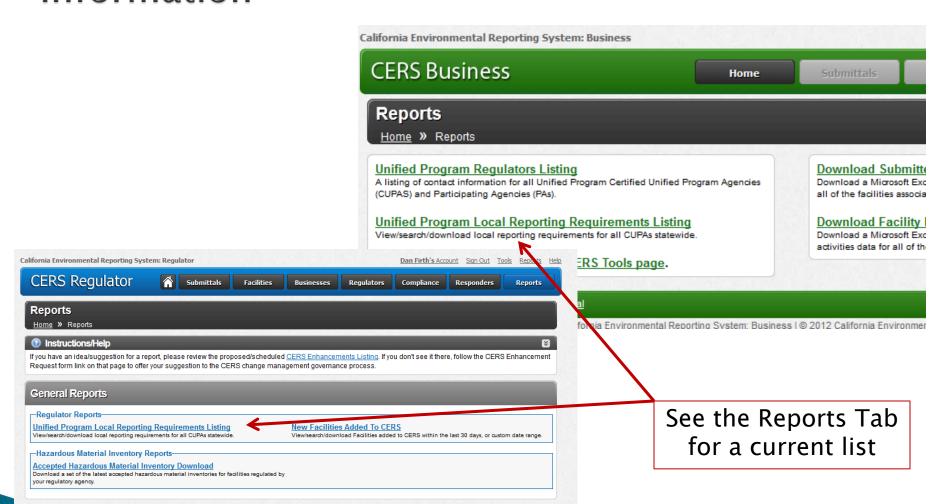 - Stanislaus (3,500 facilities)

Implementation Status: Data Seeding

▶ Agencies that do not plan to seed business data:

- Alpine County Env Health
- Lassen County Env Health
- Livermore–Pleasanton City Fire
- Mendocino County Env Health
- Modoc County Env Health
- Plumas County Env Health
- San Leandro City Fire
- Santa Clara City Fire Dept
- Santa Monica City Env Programs
- Santa Rosa City Fire Dept
- Sierra County Env Health
- Sonoma County Emergency Services
- Yuba County Env Health

Implementation Status: Local Portals

- 20 CUPAs have or plan to have a local portal (phase 2 EDT available ~Dec 2012)

- ~60,000 (40%) of regulated facilities will be able to report via a local portal

- Business retains the right to decide to use a local portal or CERS

Implementation Status: Locally Collected Information

See the Reports Tab for a current list

Implementation Status: Typical Cycle

▸ Anticipated cycle for changes to Data Dictionary/ CERS Data Standards:
- ◦ Identify proposed changes by December, year X
- ◦ ~18 months for regulatory and technical implementation efforts
- ◦ Release new version of CERS in April/May, year X+2

Implementation Status: CERS 3.0 Version

- Current Cycle for CERS 3.0 changes in 2014
  - No current effort/ability to identify and approve potential changes by December 2012 and given current staff/workload of Cal/EPA TSU = No changes in 2014

Implementation Status: CERS 3.0 Version

- CERS 3.0 Cycle for changes in 2015
  - UP community identify and fully complete/approve plans for CERS 3.0 changes by December 2013
  - ~18 months of regulatory and technical implementation efforts
  - Release CERS 3.0 around April/May 2015

Changes to CERS: Policy vs Data Architecture

- **Policy** related issues/enhancements must go to the Unified Program Manager for evaluation. They cannot be prioritized, ranked or resolved by the User Groups or the Change Management Committee (CMC)

  - Examples:
    - Setting reporting units for certain materials (propane)
    - Standardizing a CERS chemical record for similar products or mixtures (photographic developers and fixers)
    - Consistency of locally collected information
    - Changing an uploadable pdf to a data entry screen

Use of CERS: Policy vs Data Architecture

- **Data Architecture** issues/enhancements unrelated to policy can be prioritized by the user groups, ranked for development by the CMC and resolved by Cal/EPA CERS IT staff

  - Examples:
    - Expand number and type of reports CERS can generate
    - Improve data uploading capabilities
    - Increase number and type of notification messages
    - Improve manual data entry processes

CERS Misc Notes-Training

▸ Train the trainer classes
  ◦ 10 classes delivered around the state
  ◦ 77% of CUPAs attended, 27% of PAs
  ◦ 230 total attendees
    • 71% provided course evaluations:
      • 65% used CERS 0-5 times
      • 21% used CERS 6-20 times
      • 15% used CERS >20 times
      • 91% felt training was worthwhile, 9% somewhat
  ◦ Most common comment was to offer hands-on training and/or live demo

CERS Misc Notes-Training

▸ Training Section of CERS Central Website

- Getting Access video
- Business and Regulator Training PowerPoints
- Six training clips drafted to be posted and embedded in CERS:
  - Find existing facility
  - Request access to existing facility
  - Add new facility
  - Change facility name or address
  - Add existing user
  - Invite new user
- Additional training clip topics identified for subsequent development

CERS Misc Notes-Submittals

- After 1/1/13, submittals are due electronically at next regular submittal date (as set by UPA)
  - CUPAs and PAs: Consider widening range of submittal dates now and for 2013

- There is a 'next due date' that can be set by UPA for an automated notice to business

- Submittal elements applicability can be set by UPA

CERS Misc Notes-Submittals (cont'd)

▸ CUPAs (not PAs) are responsible for handling the Facility Information submittal element:
  ◦ Business Activities
  ◦ Owner/Operator Information

▸ UST data to be submitted by 1/1/14 per Cal/EPA announcement

CERS Misc Notes-Documents

▶ Uploading documents:
  ◦ Only those specified
    • (no letters, photos, MSDS, etc)
  ◦ Alternatives to Uploading:
    • Public Internet URL
    • Provided in other Submittal Element
    • Provided to Regulator
    • Stored at Facility
    • Exempt

CERS Misc Notes: Hard Copies/Printing

- Limited reports currently available
- Screenshots
- Download Excel tables
- Identify new reports that you need and add to enhancement table
  - Remember that CERS is a reporting system, not a data management system. Local business and/or CUPA systems may be better able to generate varieties of reports

Questions?

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